

MINUTES

LCWSD BOARD OF DIRECTOR'S MEETING

NOVEMBER 17, 2015

PRESENT: President Marc Liechti, Directors Jack Thomson, Roxanne Wadman, and Jim Heim and employees Rodney Olson, General Manager, and Beth Dotson, Secretary

ABSENT: Rex Niles

President Liechti called the meeting to order at 2:00 p.m.

AGENDA: Agenda was amended to include the Lakeside Business Center under New Business and an Executive Session to take place at the conclusion of the regular Board Meeting. A motion was made by Director Thomson to accept the amended agenda. Director Heim seconded and motion carried.

APPROVAL OF MINUTES: The Minutes of the Board meeting on September 15, 2015 were reviewed. A motion was made by Director Wadman to accept these Minutes. Director Thomson seconded and motion carried.

The Minutes of the Board meeting on October 20, 2015 were reviewed. A motion was made by Director Heim to accept these Minutes. Director Wadman seconded and motion carried.

VISITORS: None

FINANCIAL REPORT

The Combined Income Statement shows total revenues for October 2015 to be \$53,219.75 and YTD at \$527,374.06. The YTD number is skewed due to the MV and South Eighty assessment being included at the beginning of the fiscal year.

The Combined Balance Sheet shows current assets at \$2,175,832.63 and fixed assets at \$11,259,326.98

Expenses for October 2015 total \$75,143.48 and YTD at \$309,641.26.

Total liabilities are \$567,916.96 and total liabilities and equity at \$11,259,326.98.

The Board requested a separate income statement for water and sewer.

A motion was made by Director Wadman to approve this report. Director Thomson seconded and motion carried.

BILL APPROVAL: Accounts payable for October were reviewed. Expense of note included:

- NAPA – battery for crane truck.
- Currier's Certified Welding – servicing of plow.
- Capitol One – computer monitor and office supplies
- USA Blue Book – gas monitor for confined space entry.
- Medical reimbursement for staff.

As part of the annual audit, the Board President was contacted. The auditor suggested that the Capitol One statement be reviewed at each Board meeting.

Director Thomson made a motion to approve the bills. Director Wadman seconded and motion carried.

DELINQUENT REPORT: Progress continues in collecting payment from delinquent accounts.

OLD BUSINESS:

White Oak L/S – both pumps have been installed and tested. Still need easement, pavement/concrete around the lift station, and locks. The electrical panel was moved to the lift station. The upgrade is approximately 90% complete.

South Eighty Water System – after the coliform hit in September, the system was flushed and chlorinated. New samples came back clean.

A motion was made by Director Heim to hire APEC to prepare a Preliminary Water Supply 6 process for the drilling of the new well. Director Wadman seconded and the motion carried. President Liechti abstained.

Outside District

New hookup – 72 Greenbrae Lane (Lakeside Club).

NEW BUSINESS:

Health Insurance – Premiums for 2016 increased 12%, but are still lower than 2 years ago.

Computer Server and Network – our computer support consultant is no longer able to provide support. Virtual Circuit, a computer support consulting business, was contacted to monitor and maintain our computer systems and to install a new switch and firewall. Virtual Circuit is a local company that has been in business for about 20 years. They also evaluated our server. The server installed in 2008 has run out of space. A new server was budgeted for FY16 and was part of the capital plan. Virtual Circuit recommended that MC be maintained on the old server, separate from all other software which will run on the new server. This will allow all software to run more efficiently.

Monthly monitoring and maintenance will cost \$240.00/month. The new server, transfer of data, and labor is estimated at \$7,000.00.

A motion to proceed with purchase and installation of the new server not to exceed \$7,000.00 and to use Virtual Circuit as our computer support provider was made by Director Heim. Director Wadman seconded and the motion carried.

Lakeside Business Center – operators have been having trouble reading the meter. UB shows it to be a ¾ in. meter, but in reality it is a 2 in. meter. The service will be evaluated to see if a ¾ in. meter would suffice. If so, a new meter will be installed.

MISCELLANEOUS

Christmas Dinner – The LCWSD Christmas dinner will be held on Friday, December 4 at the Blue Canyon. The Board approved \$1500.00 for the event.

Signatory Authority – currently only President Liechti has signatory authority. It was decided that all Board members should have signatory authority. In order to expedite the process, information was requested from each Board member. This information will be turned over to Flathead Bank. Once they have the paperwork ready, Board members will be requested to stop by the bank to sign their respective cards.

Staff – Cheyenne Allen had surgery on his hip on November 6. The surgery went well and he is recuperating fine. It is anticipated that he will be off work for six weeks.

911 District – received a notice regarding the 911 Special District Funding. Estimated annual fee is \$100.00. Responses are due to the County by December 29. Item was tabled to allow the Directors time to review the notice.

The meeting adjourned at 3:40 p.m.

Respectfully submitted,

Beth Dotson, Secretary

(NEXT MEETING DATE IS TUESDAY, DECEMBER 15, 2015)